BY ORDER OF THE COMMANDER
AIR EDUCATION AND TRAINING COMMAND

AIR FORCE INSTRUCTION 11-418

AIR EDUCATION AND TRAINING COMMAND
Supplement 1

12 JULY 2001

Flying Operations

OPERATIONS SUPERVISION

NOTICE: This publication is available digitally on the AFDPO WWW site at: **http://afpubs.hq.af.mil.**

OPR: HQ AETC/DOFV (Maj S. Tindall)
Supersedes AETCI 11-405, 15 May 1998

Certified by: HQ AETC/DOF (Col M. Maffei)
Pages: 16
Distribution: F

AFI 11-418, 1 July 2000, is supplemented as follows:

Submit suggested improvements to this instruction on AF Form 847, **Recommendation for Change of Publication,** through local standardization/evaluation (stan/eval) channels to HQ AETC/DOF, 1 F Street Suite 2, Randolph AFB TX 78150-4325. Maintain and dispose of records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedul*e (will become AFMAN 33-322, Volume 4). This supplement does not apply to Air National Guard and Air Force Reserve Command units.

2.1. The 58 OG/CC, 97 OG/CC, 314 OG/CC, and 336 FTG/CC will determine if a wing supervisor of flying (SOF) is required. In these units, if a SOF is not used, either the operations supervisor (Ops Sup) or a duty officer will be on duty in the squadron to handle squadron-unique issues.

2.2. The Ops Sup is the focal point for decisions affecting all squadron flying operations and will ensure flying operations comply with all applicable directives. Before a flight commander assumes Ops Sup duties, the squadron commander will nominate the individual to the operations group commander (OG/CC) in writing. The OG/CC will establish a training program for flight commanders selected for Ops Sup duties. Once training is complete, the OG/CC will certify the flight commander, in writing, before the individual can perform Ops Sup duties. On a case-by-case basis, and with the OG/CC's approval, flight commanders who have not been trained or certified as an Ops Sup may perform Ops Sup duties. This will allow short-term coverage until a trained and certified Ops Sup can assume Ops Sup duties. When the number of aircraft involved is very small (less than five) and flights occur over a short duration, the OG/CC may, by exception, authorize combining the Ops Sup and the SOF.

Table 1.

Note 1. The 58 OG/CC, 97 OG/CC, 314 OG/CC, and 336 FTG/CC will determine if a wing SOF is required. If a SOF is not used in these units, either the Ops Sup or a duty officer will be on duty in the squadron to handle squadron-unique issues.

4.1. The OG/CC is responsible for every aspect of the flying environment.

4.1.5. (Added) (AETC) *(Airlift, tanker, and special operations/rescue units only)* Include guidance in their unit supplements on which SOF functions in the basic instruction and this supplement need to be performed by other agencies or duty positions if they elect to not have a SOF.

4.1.6. (Added) (AETC) Lead functional teams to ensure each supervisor is adequately trained and certified.

4.1.7. (Added) (AETC) Ensure adequate means are employed to counter the adverse effects of temperature extremes on crewmembers for airlift, tanker, and special operations/rescue aircraft that require extended ground preparation.

4.2.1.1. (Added) (AETC) Complete the opening/SOF changeover checklist. The opening checklist should include, but is not limited to, confirming the status of home field runways and navigational facilities and conducting a communications check to confirm the operability of hotlines and radios, etc. For specialized undergraduate pilot training (SUPT) and pilot instructor training (PIT), the SOF will also establish a flying status 1 hour before the first launch, as well as confirm the status of auxiliary and alternate airfields.

4.2.1.2. (Added) (AETC) Be familiar with each squadron's flying schedule and any special requirements (initial solo, solo out-and-back, air refueling, airdrops, etc.) for that day.

4.2.5. When required, designate an aircraft to fly chase. Refer to the checklist at Attachment 2, basic publication, for additional information.

4.2.7. Also closely monitor the status of the runways and navigational facilities serving the home field, auxiliary fields, ranges, drop zones, etc. Designate alternate airfields (if required).

4.2.9. (Added) (AETC) Maintain a SOF log for recording significant actions and events.

4.2.10. (Added) (AETC) Advise aircrews of extreme environmental temperatures and ensure flying activities comply with procedures governing operations under extreme heat and cold (**Attachment 5 (Added) (AETC)** and **Attachment 6 (Added) (AETC)**).

4.2.11. (Added) (AETC) Take action to locate any overdue aircraft.

4.2.12. (Added) (AETC) Brief the replacement SOF on the current situation. Do not change SOFs when an emergency is in progress.

5.6. (Added) (AETC) As required by 19 AFI 11-204, *Runway Supervisory Unit (RSU) Operations*, the RSU controller (SUPT only) and crew closely supervise solo student operations and ensure safe and efficient traffic pattern operations. RSU controllers provide senior supervisors with an additional quality check of traffic patterns and landings. They work directly with the SOF to resolve emergency situations safely.

5.7. During flying operations, the squadron duty desk is the focal point for information and scheduling execution. Operations resource management specialists (or other knowledgeable personnel) certified in duty desk procedures by the squadron operations officer will occupy the desk as specified in the local supplement. **Attachment 7 (Added) (AETC)** lists SOF telephone numbers for AETC bases. **Attachment 8 (Added) (AETC)** lists typical squadron duty desk equipment.

5.8. The flight commander is the first echelon of command responsible for safely and efficiently scheduling people, missions, and aircraft. The flight commander must know the capabilities and experience levels of all flight members and ensure they fly the right mission at the right time according to the current sylla-

bus and applicable directives. Safety must remain paramount in the flight commander's mind. Flight commanders will also keep the Ops Sup informed of the training plan and any changes.

5.8.1. Each wing will develop and execute a flight commander training program. Place the program guidance in the local wing supplement to this publication. This training is mandatory before assuming flight commander duties. See **Attachment 9 (Added) (AETC)** for the minimum requirements of the flight commander training program.

5.8.2. In addition to the wing-level flight commander training program, all AETC flight commanders will attend the AETC flight commander training course. Assistant flight commanders and prospective flight commanders are highly encouraged to attend.

5.8.2.1. 19 AF will conduct the AETC flight commander training course at least semiannually (normally in January and July). Units will be notified 60 days prior to the scheduled training date. **Attachment 10 (Added) (AETC)** lists the minimum requirements of the AETC flight commander training course.

5.8.2.1.1. If a flight commander has not previously attended the training, he or she will attend the next available course after taking command. 19 AF/CC is waiver authority for this requirement.

5.8.2.1.2. If a flight commander misses two opportunities (after assuming the duties of flight commander) he or she will be removed from the position.

6.1.1. In-flight emergency (IFE) aircrews recovering to an RSU-controlled runway will switch to the RSU frequency according to local procedures.

6.1.2. At the first opportunity, notify the OG/CC of the situation and the radio frequency to be used in the aircraft recovery.

10.2. The primary SOF duty location for SUPT, PIT (***EXCEPTION:*** T-1), and fighter training is the tower. If the SOF is not in the primary duty location, he or she must be available to the OG/CC via handheld radio or cellular phone.

11.1.1. For the primary SOF positions located in the tower, the radio will have the capability to be recorded. The SOF will have the capability to monitor ground, tower, and guard frequencies.

11.1.2. In addition, all primary SOF locations will have telephone hot lines to the WG/CC, home field RSUs (if applicable), auxiliary field RSUs as specified in 19 AFI 11-204 (if applicable), base operations, and applicable air traffic control facilities (as determined by the OG/CC).

11.1.4. (Added) (AETC) At least one Class A telephone line.

11.1.5. (Added) (AETC) A handheld radio (brick).

11.2. The weather dissemination system must have access to a weather radar monitor.

11.3. The SOF vehicle will also have a radio to monitor emergency aircraft.

11.6. Publications (AFI 11-2MDS-Specific Volume 3 and AFI 11-202, Volume 3, *General Flight Rules*) and aircraft technical orders for each type of aircraft flown in the wing or group will be available to the SOF. Additional requirements will be at the discretion of the OG/CC.

11.7. (Added) (AETC) An SOF information/read file will be maintained.

12.1. All SOFs will be nominated by the squadron commander and certified by the OG/CC. In addition to being combat mission ready (CMR) and basic mission capable (BMC), the SOF will be current in one of the aircraft assigned to the wing.

14.5. For SUPT wings, a qualified SOF will supervise the SOF trainee for a minimum of four 3-hour SOF tours to include an opening tour and one night tour. Accomplish the night tour before performing night SOF duties. All other AETC units will supervise the SOF trainee for a minimum of two 4-hour tours, with one being the opening tour. ***NOTE:*** For SUPT wings, the OG/CC may certify the trainee SOF to perform day-only SOF duties if all training is complete except for the night tour. After the individual accomplishes a supervised night tour, the OG/CC may remove the night SOF restriction.

14.5.7. (Added) (AETC) Procedures required during normal and emergency operations, such as status changes, weather recalls, changing weather conditions, opposite direction runway/barrier procedures, etc.

17.2.5. Attendees will include all SOFs, applicable air traffic control representatives, the chief of wing safety, a representative from base weather, the fire chief, and other members as determined by the OG/CC and outlined in the local supplement. The agenda will include a review of procedures and recent situations and emergencies. If available, use tapes of recent emergencies to stimulate discussion.

18. Do not supplement this paragraph to provide local procedures; instead, supplement the "functional" paragraphs that address the items listed. Forward unit supplements through stan/eval channels to HQ AETC/DOFV for review after publication.

19. The wing/group SOF functional manager will maintain waivers for 1 year. At that time, the waiver expires or must be reissued by the OG/CC. Forward a copy of all waivers to 19 AF/DO and HQ AETC/DOFV.

Table A2.1.

Item Number 7. Also include "weather divert."

Item Number 12. Also include "aircraft accountability."

Item Number 14. Also include "precautionary landing (helicopter operations)."

Item Number 25 (Added) (AETC). Electrical failure/alternate SOF contingency plan.

Item Number 26 (Added) (AETC). Chase aircraft procedures for aircraft emergencies (if applicable).

A4.1. During local flying, the command post (CP) will assist the SOF as necessary to coordinate emergency response and facilitate CONFERENCE HOTEL conference calls.

Table A4.1.

Add "T-6, A4.5.29."

A4.5.29. (Added) (AETC) T-6:

DUTY HOURS: Call Beechcraft Corporation: (316) 676-8778/7937, ask for the head of engineering. NONDUTY HOURS: Call Beechcraft Corporation Security: (316) 676-5300/5301, ask for Beechcraft engineers.

Attachment 1

References

19 AFI 11-204, *Runway Supervisory Unit (RSU) Operations*

Abbreviations and Acronyms

CP—command post

IMSO—international military student management officer

ITS—index of thermal stress

MWR—morale, welfare, and recreation

PIT—pilot instructor training

SUPT—specialized undergraduate pilot training

UTE—utilization

Attachment 5 (Added) (AETC)

INDEX OF THERMAL STRESS (ITS)

A5.1. Instructions. Enter with local dry bulb temperature and dew point temperature. At intersection, read ITS value and zone (**Figure A5.1.** and **Figure A5.2.**). **Figure A5.1.** and **Figure A5.2.** apply only to lightweight flight clothing. The "X" denotes combinations above saturation temperature.

A5.2. Procedures. Base weather determines the ITS zone. The SOF works the ITS zone applicability. Aircrew members have the responsibility to monitor their physical condition and not exceed their capability for safe mission accomplishment. These procedures are only the recommended limits of exposure. Wings are encouraged to develop additional restrictions if mission requirements allow.

A5.2.1. Caution Zone:

A5.2.1.1. Be alert for symptoms of heat stress.

A5.2.1.2. Drink plenty of liquids (noncaffeinated).

A5.2.1.3. Avoid exercise 4 hours prior to takeoff.

A5.2.1.4. Limit ground operations time to 90 minutes (time outside an air-conditioned environment).

A5.2.2. Danger Zone. In addition to caution zone procedures:

A5.2.2.1. Minimum recovery time between flights is 2 hours (landing time to next takeoff time).

A5.2.2.2. Limit ground operations to 45 minutes for fighter and trainer-type aircraft (time outside an air-conditioned environment). If exceeded, minimum recovery time is 1 hour. All others may continue operations when the provisions of paragraph **4.1.7. (Added)** of this supplement are met.

A5.2.2.3. When possible, wait in a cool, shaded area if the aircraft is not ready to fly.

A5.2.2.4. Complete a maximum of two aircraft inspections (two exterior inspections on initial sorties and one exterior inspection on subsequent sorties for fighters and trainers).

A5.2.2.5. SUPT solo students may accomplish only one exterior inspection per sortie.

Figure A5.1. Index of Thermal Stress (Dewpoint -1 °C to 22 °C).

Dry Bulb Temp (°C)	Zone	Dewpoint (°C)																							
		-1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
23		23	23	23	23	24	24	24	25	25	25	26	26	26	27	27	28	28	29	29	30	30	31	31	32
24		23	24	24	24	24	25	25	25	26	26	26	27	27	27	28	28	29	29	30	30	31	31	32	32
25		24	24	24	25	25	25	26	26	26	27	27	27	28	28	28	29	29	30	30	31	31	32	32	33
26		25	25	25	25	26	26	26	27	27	27	28	28	28	29	29	29	30	30	31	31	32	32	33	33
27		25	26	26	26	26	27	27	27	28	28	28	29	29	29	30	30	31	31	31	32	32	33	34	34
28		26	26	27	27	27	27	28	28	28	29	29	29	30	30	30	31	31	32	32	33	33	34	34	35
29		27	27	27	27	28	28	28	29	29	29	29	30	30	31	31	31	32	32	33	33	34	34	35	35
30	**Normal**	27	28	28	28	28	29	29	29	29	30	30	30	31	31	32	32	32	33	33	34	34	35	35	36
31		28	28	29	29	29	29	30	30	30	30	31	31	31	32	32	33	33	33	34	34	35	35	36	36
32		29	29	29	29	30	30	30	30	31	31	31	32	32	32	33	33	34	34	35	35	35	36	36	37
33		29	30	30	30	30	31	31	31	31	32	32	32	33	33	33	34	34	35	35	36	36	37	37	38
34		30	30	31	31	31	31	31	32	32	32	33	33	33	34	34	34	35	35	36	36	37	37	38	38
35		31	31	31	31	32	32	32	32	33	33	33	34	34	34	35	35	35	36	36	37	37	38	38	39
36		31	32	32	32	32	33	33	33	33	34	34	34	35	35	35	36	36	36	37	37	38	38	39	39
37		32	32	32	33	33	33	33	34	34	34	35	35	35	36	36	36	37	37	37	38	38	39	39	40
38		33	33	33	33	34	34	34	34	35	35	35	35	36	36	36	37	37	38	38	39	39	39	40	40
39		33	34	34	34	34	34	35	35	35	35	36	36	36	37	37	37	38	38	39	39	40	40	40	41
40		34	34	34	35	35	35	35	36	36	36	36	37	37	37	38	38	38	39	39	40	40	41	41	42
41	**CAUTION**	35	35	35	35	35	36	36	36	36	37	37	37	38	38	38	39	39	39	40	40	41	41	42	42
42		35	35	36	36	36	36	37	37	37	37	38	38	38	39	39	39	40	40	40	41	41	42	42	43
43		36	36	36	36	37	37	37	37	38	38	38	38	39	39	39	40	40	41	41	41	42	42	43	43
44		36	37	37	37	37	38	38	38	38	39	39	39	39	40	40	40	41	41	42	42	42	43	43	44
45		37	37	37	38	38	38	38	39	39	39	39	40	40	40	41	41	41	42	42	43	43	43	44	44
46		38	38	38	38	38	39	39	39	39	40	40	40	41	41	41	42	42	42	43	43	43	44	44	45

Figure A5.2. Index of Thermal Stress (Dewpoint 23 °C to 46 °C).

Dry Bulb Temp (°C)	Zone	Dewpoint (°C)																							
		23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46
23		32	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
24		33	33	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
25		33	34	35	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
26		34	35	35	36	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
27	CAUTION	35	35	36	36	37	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
28		35	36	36	37	38	38	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
29		36	36	37	38	38	39	39	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
30		36	37	38	38	39	39	40	41	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
31		37	38	38	39	39	40	40	41	42	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
32		38	38	39	39	40	40	41	42	42	43	X	X	X	X	X	X	X	X	X	X	X	X	X	X
33		38	39	39	40	40	41	42	42	43	43	44	X	X	X	X	X	X	X	X	X	X	X	X	X
34		39	39	40	40	41	41	42	43	43	44	45	45	X	X	X	X	X	X	X	X	X	X	X	X
35		39	40	40	41	41	42	43	43	44	45	45	46	46	X	X	X	X	X	X	X	X	X	X	X
36		40	40	41	41	42	43	43	44	44	45	46	46	47	48	X	X	X	X	X	X	X	X	X	X
37		40	41	41	42	43	43	44	44	45	46	46	47	47	48	49	X	X	X	X	X	X	X	X	X
38		41	41	42	42	43	44	44	45	45	46	47	47	48	49	49	50	X	X	X	X	X	X	X	X
39		41	42	42	43	44	44	45	45	46	47	47	48	49	49	50	51	51	X	X	X	X	X	X	X
40	DANGER	42	43	43	44	44	45	45	46	46	47	48	48	49	50	50	51	52	52	X	X	X	X	X	X
41		43	43	44	44	45	45	46	46	47	48	48	49	50	50	51	52	52	53	54	X	X	X	X	X
42		43	44	44	45	45	46	46	47	48	48	49	49	50	51	51	52	53	53	54	55	X	X	X	X
43		44	44	45	45	46	46	47	47	48	49	49	50	51	51	52	52	53	54	55	55	56	X	X	X
44		44	45	45	46	46	47	47	48	49	49	50	50	51	52	52	53	54	54	55	56	56	57	X	X
45		45	45	46	46	47	47	48	48	49	50	50	51	52	52	53	53	54	55	55	56	57	58	58	X
46		45	46	46	47	47	48	48	49	50	50	51	51	52	53	53	54	55	55	56	57	57	58	59	60

Attachment 6 (Added) (AETC)

CHILL INDEX

A6.1. General Instructions. OG/CCs will develop and implement local procedures to protect aircrews at home field and, where feasible, out bases. Deviations to local procedures require OG/CC approval.

A6.2. Limits of Exposure: (See **Figure A6.1.**)

A6.2.1. Caution Zone:

A6.2.1.1. Beware of stress due to cold temperatures.

A6.2.1.2. Limit ground operations to 45 minutes for fighter and primary trainer-type aircraft (time outside a heated environment).

A6.2.2. No Fly Zone:

A6.2.2.1. Exposed flesh can freeze in 1 minute.

A6.2.2.2. No flying allowed for fighter and primary trainer type aircraft.

NOTE: The OG/CC will ensure adequate means are employed to protect airlift, tanker, and special operations/rescue crewmembers from the adverse effects of temperature extremes when duty requires extended ground preparation.

Figure A6.1. Chill Index.

Windspeed		**Temperature (°F)**								
Calm	**Calm**	40	35	30	25	20	15	10	5	0
Knots	**MPH**	**Equivalent Chill Temperature**								
3 - 6	5	35	30	25	20	15	10	5	0	-5
7 - 10	10	30	20	15	10	5	0	-10	-15	-20
11 - 15	15	25	15	10	0	-5	-10	-20	-25	-30
16 - 19	20	20	10	5	0	-10	-15	-25	-30	-35
20 - 23	25	15	10	0	-5	-15	-20	-30	-35	-45
24 - 28	30	10	5	0	-10	-20	-25	-30	-40	-50
29 - 32	35	10	5	-5	-10	-20	-30	-35	-40	-50
33 - 36	40	10	0	-5	-15	-20	-30	-35	-45	-55
		Caution					**No Fly**			

Attachment 7 (Added) (AETC)

AETC SOF TELEPHONE NUMBERS

A7.1. Altus AFB OK: DSN 866-6313/6314.

A7.2. Columbus AFB MS: DSN 742-7639.

A7.3. Keesler AFB MS: DSN 597-0663.

A7.4. Kirtland AFB NM: DSN 246-9482.

A7.5. Laughlin AFB TX: DSN 732-5185.

A7.6. Little Rock AFB AR: DSN 731-5487.

A7.7. Luke AFB AZ: DSN 896-5454.

A7.8. Randolph AFB TX: East Runway, DSN 487-5739; West Runway, DSN 487-2395.

A7.9. Sheppard AFB TX: DSN 736-1802.

A7.10. Tyndall AFB FL: DSN 523-2430.

A7.11. Vance AFB OK: DSN 940-7688.

Attachment 8 (Added) (AETC)

SQUADRON DUTY DESK EQUIPMENT LIST (TYPICAL)

NOTE: The following is a list of typical equipment available to the OG/CC to properly equip unit squadrons to support the SOF and/or the mission of the operations group. The OG/CC will detail, in the unit supplement, the equipment required at each squadron duty desk.

A8.1. Radios, as appropriate (UHF, VHF, etc.), to allow the Ops Sup the capability to monitor emergency aircrew communications with the SOF, while also providing duty desk personnel a frequency for resolving routine aircrew difficulties with squadron aircraft and crews.

A8.2. Telephone hotlines to the SOF, home field RSUs (as applicable), auxiliary RSU (as applicable), base operations, weather, and maintenance control (or equivalent).

A8.3. At least one Class A telephone line.

A8.4. Weather displays to include weather radar monitor. (Weather radar monitor not required if all aircrew receive weather briefings at the base weather facility.)

A8.5. Locally developed procedural and emergency checklists designed to support SOF actions.

A8.6. Publications and aircraft technical orders for squadron aircraft (can be the squadron flight crew information file [FCIF] library).

A8.7. Access to the secondary crash net.

A8.8. Means of displaying airfield and pattern status, barrier position (if applicable), takeoff and landing data (except airlift, special operations/rescue, and tanker units), ITS and chill index, and any other information deemed necessary for mission accomplishment.

Attachment 9 (Added) (AETC)

WING-LEVEL FLIGHT COMMANDER TRAINING PROGRAM

NOTE: The following topics are mandatory for discussion in a flight commander training program. Wings will outline the specifics of their flight commander training program in their supplement to this publication.

A9.1. Command and Control. The OG/CC will outline the overarching principles of the flight commander's responsibilities as a commander, to include:

A9.1.1. Chain of command for policy issues.

A9.1.2. Skip echelon staffing.

A9.2. Safety. The chief of wing safety (or equivalent) will explain the commander's role in mishap prevention including a mishap history and the supervisory view of causes and prevention, to include:

A9.2.1. Mishap History:

A9.2.1.1. Types and causes.

A9.2.1.2. Operator factors.

A9.2.2. Aircrew Discipline.

A9.2.3. Limited Use Reports.

A9.3. Student Management. The OG/CC will outline the flight commander's responsibilities regarding all phases of student management, to include:

A9.3.1. Syllabus Management:

A9.3.1.1. Scheduling.

A9.3.1.2. Student airsickness and manifestation of apprehension.

A9.3.1.3. Drop on request.

A9.3.1.4. End-of-phase assessment.

A9.3.1.5. End-of-course critiques.

A9.3.2. Commander's Awareness Program and Special Monitoring Status (ENJJPT):

A9.3.2.1. Philosophy and standardization.

A9.3.2.2. Placement and removal.

A9.3.2.3. Counseling.

A9.3.3. Commander's Quality Review Process (SUPT only):

A9.3.3.1. Progress and elimination flight evaluation philosophy.

A9.3.3.2. Commander's review.

A9.3.4. Merit Assignment Selection System (SUPT only):

A9.3.4.1. Flight commander ranking.

A9.3.4.2. Calculations and methodology.

A9.4. Runway Supervisory Unit (RSU) Program and Responsibilities (if applicable). The OG/CC will discuss the role of the RSU in daily training and supervision, to include:

A9.4.1. Purpose of the RSU program.

A9.4.2. Selection of controllers and observers.

A9.4.3. Philosophy on traffic pattern operations.

A9.5. Supervisor of Flying (SOF) Program. The OG/CC will discuss the responsibilities of the SOF. This includes being:

A9.5.1. The OG/CC designated representative.

A9.5.2. Primarily responsible for safe conduct of the daily flying operation.

A9.6. International Military Student Management Officer (IMSO). The IMSO will discuss the role of the flight commander in relation to international student training to include the lines of communication between the students, their country, and AETC. This includes:

A9.6.1. International student entries and their cultures.

A9.6.2. Air Force Security Assistance Training program.

A9.6.3. Special activities for international students.

A9.7. Group Stan/Eval. The OG/CC will discuss the group stan/eval functions, to include:

A9.7.1. Flight Evaluations:

A9.7.1.1. AETC stan/eval program (AFI 11-202, Volume 2/AETC Sup 1, *Aircrew Standardization/ Evaluation Program*).

A9.7.1.2. Periodic flight evaluations.

A9.7.1.3. AETC FCIF program.

A9.7.1.4. Trend analysis.

A9.7.2. Inspections:

A9.7.2.1. Local, 19 AF, and HQ AETC inspection cycles.

A9.7.2.2. Self-inspection program.

A9.8. Officer Development. A flying squadron commander will discuss the flight commander's role in the military leadership of subordinates, to include:

A9.8.1. Flight Commander Responsibilities:

A9.8.1.1. Officer and enlisted performance reports and promotion recommendation forms.

A9.8.1.2. Air Force and AETC guidance for dress and personal appearance.

A9.8.1.3. The Air Force weight and fitness programs.

A9.8.1.4. Alcohol in the squadron.

A9.8.2. Officer Professional Development:

A9.8.2.1. Professional conduct and relationships.

A9.8.2.2. Officer and enlisted relationships.

A9.8.2.3. Instructor and student relationships.

A9.8.2.4. Career counseling.

A9.8.3. Chain of Command:

A9.8.3.1. Roles of the squadron commander and the operations officer.

A9.8.3.2. Relationship to the group, wing, numbered air force, and HQ AETC.

A9.8.3.3. Lines of communication up and down the chain.

A9.8.3.4. Flight commander role in punitive and administrative actions.

A9.9. Aircraft and Maintenance Utilization. The OG/CC and the maintenance authority will discuss aircraft utilization, to include:

A9.9.1. Operations and Maintenance Interaction.

A9.9.2. Wing Scheduling Plan:

A9.9.2.1. Utilization (UTE) rates.

A9.9.2.2. Average sortie durations.

A9.9.3. Scheduling Process.

A9.10. Support Issues. The support group commander (if applicable) will explain the relationship of the flight commander to other base agencies, to include:

A9.10.1. Functions of the Support Group:

A9.10.1.1. Civil engineering.

A9.10.1.2. Communications.

A9.10.1.3. Facilities maintenance.

A9.10.1.4. Social actions.

A9.10.1.5. Morale, welfare, and recreation (MWR) and services.

A9.10.1.6. Civilian and military personnel.

A9.10.2. Security Forces:

A9.10.2.1. Relationship with civil authorities.

A9.10.2.2. Policies on driving while intoxicated or while under the influence.

A9.10.3. Logistics Group:

A9.10.3.1. Supply.

A9.10.3.2. Individual equipment.

A9.10.3.3. Office supplies and equipment.

A9.10.3.4. Transportation.

A9.11. Medical Issues. A flight surgeon and aerospace physiology officer will discuss the role of the medical and physiological functions of the wing, to include:

A9.11.1. Scheduling physicals and physiological training.

A9.11.2. Duties not to include flying (DNIF) policies.

A9.12. Legal Aspects of Command. A representative from the legal office will outline commander responsibilities and options according to applicable military and civilian instructions, to include:

A9.12.1. Uniform Code of Military Justice.

A9.12.2. Commander Options:

A9.12.2.1. Administrative:

A9.12.2.1.1. Letter of reprimand.

A9.12.2.1.2. Counseling.

A9.12.2.2. Punitive:

A9.12.2.2.1. Article 15.

A9.12.2.2.2. Court martial.

A9.12.2.3. Drug and alcohol abuse.

A9.12.2.4. Policy and objectives.

A9.12.2.5. Drug testing program.

A9.12.3. Equal Opportunity and Treatment.

A9.12.4. Loss or Damage of Government Property and Report of Survey.

A9.12.5. Authorized Fundraising Activities.

A9.13. Wing and Group Commander Topics.

Attachment 10 (Added) (AETC)

AETC FLIGHT COMMANDER TRAINING COURSE

NOTE: The following topics will be discussed in the flight commander training program.

A10.1. Command Structure. Discuss the relationship between HQ AETC, 19 AF, and the wings and squadrons.

A10.2. AETC/CC Philosophy.

A10.3. 19 AF/CC Philosophy.

A10.4. Leadership:

A10.4.1. Setting goals.

A10.4.2. Communication.

A10.4.3. Motivating troops.

A10.4.4. Total force leadership.

A10.4.5. Professional relationships.

A10.5. Career Development:

A10.5.1. Officer promotions.

A10.5.2. Enlisted issues.

A10.6. Safety:

A10.6.1. Operational risk management.

A10.7. AETC Strategic Plan.

A10.8. Inspector General:

A10.8.1. Fraud, waste, and abuse.

A10.9. Public Affairs Primer.

WILLIAM WELSER III, Major General, USAF
Director of Operations